



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND  
950 JEFFERSON AVENUE  
FORT EUSTIS, VIRGINIA 23604-5700

ATCG-NCN

29 AUG 2011

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: TRADOC Policy Letter 14, TRADOC School/NCO Academy Guidance on  
Entering into Agreements with Civilian Colleges and Universities

1. Reference AR 621-5, Army Continuing Education System, 6 Sep 09.
2. Online educational opportunities are becoming increasingly abundant as institutions invest heavily in Web-based delivery systems to promote lifelong learning opportunities and sharpen their competitive edge. Many colleges and universities adopt what is known as a "military-friendly" practice, by providing flexible schedules to accommodate operational tempo and adult learners, agreeing to accept American Council on Education (ACE) - recommended credits toward degree completion, and reduced residency requirements, all of which are advantageous for service members. At the same time, too many others have taken "military friendly" to mean overly accelerating courses and degrees, trimming requirements, and granting abundant transfer credits to entice service members.
3. In recent years there has been a surge in the focus on the military education market from external organizations. Recognizing that colleges offering courses today vary widely in quality, the Army is concerned that some colleges that are most actively pursuing military students do not provide clear information about their accreditation. This lack of information could mislead students into wasting years taking courses only to discover the credits are not transferable to other colleges or recognized by a graduate school. The Army is committed to providing the best quality of voluntary education to competitively prepare its Soldiers for careers in both military and civilian life.
4. The Department of Defense Office of Educational Opportunities plans to subject all educational programs to a third-party review process as it currently does for traditional classes on military bases. The move to assess educational quality serves two main goals:
  - a. To provide a way to examine the quality of delivery of college-level programs to Soldiers.
  - b. To maintain credibility with the public.
5. TRADOC must likewise continue to instill the importance of a valuable and useful education that will align with the specific civilian educational requirements of our Soldiers. The following guidance will be used for selecting the best qualified schools:

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a. TRADOC G-3/5/7 will conduct an annual review of educational partnerships between TRADOC schools/NCOAs and colleges/universities. All future agreements must be submitted through ACE to TRADOC G-3/5/7 for approval prior to implementation.

b. All educational agreements will adhere to the following criteria:

(1) Institutions must meet the regional/national accreditation standards set by the Department of Education.

(2) Institutions must be members of the Servicemembers Opportunity College Degree Network System that promotes guaranteed transferability of credits. A list of accredited postsecondary institutions is available at <http://www.soc.aascu.org>.

(3) Institutions must recognize and accept the ACE-recommended credits and accept such credits as appropriate toward degree completion.

6. This policy is effective until superseded or rescinded.



ROBERT W. CONE  
General, U.S. Army  
Commanding

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